

Senior Recreation Meeting January 26, 2015

Members Present: Joanne Woodward, Chairperson; Gloria Symonds, Secretary. June Garvin, Jon Hunt, Marilyn Ceriello Bresaw, Recreation Director pro tem, Paula Simpkins and Neil Cass, Town Administrator

Members Absent: Elaine Lambert

Visitors: Joan York

Review and approval of minutes December 15, 2015: June moved, seconded by Janet, to approve minutes. Minutes were approved.

Old Business:

Pool Room: The pool room should be open every day from 8:30 to 4:30. Morning volunteer should open the door and afternoon volunteer should lock the door. The video of the pool room should be on and there should be a notice on the front door that the area is being videoed.

Master Key: Garrett should be called if there is a major maintenance problem. Keys for the elevator room and storage room should be available to desk volunteer. Kim should be notified if soap and/or toilet paper is needed in the bathrooms.

The volunteer training session will be held on January 28<sup>th</sup> @ 1:00 pm.

It was noted that a good job was done on taking care of decorations. Some of the 4<sup>th</sup> of July decorations need to be organized. Containers need to be labeled.

New Business: The February calendar was reviewed and cribbage on Tuesday was added. The center will be closed on President' Day, Feb. 16<sup>th</sup>

Other Business: Marilyn made the following suggestions that should be brought up at volunteer's meeting: A policy to follow in the event of an accident or emergency situation. We should have a blanket and a pillow available. Also phone accessibility in the function room downstairs- program leader to bring down kitchen phone. Everyone using the center should fill out a membership form – announce this at lunch.

Paula will make laminated sheets with the duties for morning and afternoon volunteers and a also list of important telephone numbers. The notebook at the desk will have all of this information.

Next meeting will be on February 23<sup>rd</sup> @ 1:00pm. The Senior Center will follow the school closing and delay policy for snow days.

Jon moved, seconded by Janet to adjourn. Meeting adjourned at 2:35 pm.